

MINUTES
Board of Trustees
Edwardsville Public Library

Date: Wednesday, August 26th, 2015
Time: 7:00 pm
Place: Meeting Room

Call to order and roll call of members:

President Bob LaRose called the meeting to order at 7:00 pm.

Members Present:

Gary Denué
Pete Fornof
Emily Gates
Kim Harrison
Bob LaRose
Francie Powell
Sharon Whittaker
Gloria Zupanci

Members Absent:

JoAnn Nabe

A. Introduction of guests:

Librarian-Director Susan Carr, Assistant Director Cary Harvengt, and Fred Schlipf – Library Consultant.

Fred Schlipf spent two days interviewing library staff and touring the library building in preparation for revising his 2008 proposal for a library building addition. Fred summarized his reevaluation process for the board based on revised square footage requirements. Fred predicted he would have a new executive summary ready to email the board for review in a week to ten days.

B. Disposition of regular minutes:

Motion by Pete Fornof, seconded by Francie Powell, to approve the regular board meeting minutes for Wednesday, July 29th, 2015.

Motion carried.

C. Communications:

None.

D. Committee Reports:

1) *Building*

Susan reported that she discussed hiring practices and procedures for contractors with Dennis McCracken. The Board agreed to hire Dannix, a contractor previously used by the library.

Motion by Emily Gates, seconded by Gary Denué, to hire Dannix to paint exterior building trim at \$7,436.00, and the Youth Department hallway and reading areas, with an increase in cost to paint exterior hand rails, for \$3,596.00.

Roll call:

Gary Denué – yes
Pete Fornof – yes
Emily Gates – yes
Kim Harrison – yes
Francie Powell – yes
Sharon Whittaker – yes
Gloria Zupanci – yes
Bob LaRose – yes

Motion carried.

2) *Personnel*

None.

3) *ELFs*

Sharon reported that the ELFs will be holding a “Member Night” at the library after hours on Friday, October 23rd. This will be an opportunity for all the ELF membership to meet with each other and socialize. Culvers will do the catering.

The ELFs have agreed to purchase three telescopes for library patron use. Susan is working in collaboration with the St. Louis Astronomical Society and Professor Tom Foster from SIUE to coordinate possible programs for the community to educate the public on the use of telescopes.

4) *Finance*

Motion by Emily Gates, seconded by Kim Harrison, to approve the pre-paid bills in the amount of \$72,700.75.

Roll call:

Gary Denué – yes
Pete Fornof – yes
Emily Gates – yes
Kim Harrison – yes
Francie Powell – yes
Sharon Whittaker – yes
Gloria Zupanci – yes
Bob LaRose – yes

Motion carried.

Motion by Emily Gates, seconded by Kim Harrison, to approve the bills to the City Clerk in the amount of \$55,431.42.

Roll call:

Gary Denué – yes
Pete Fornof – yes

Emily Gates – yes
Kim Harrison – yes
Francie Powell – yes
Sharon Whittaker – yes
Gloria Zupanci – yes
Bob LaRose – yes

Motion carried.

E. Illinois Heartland Library System

Gary reported that the IHLS board is still collecting comments before finalizing the long range plan. Also, the board is discussing the pros and cons of leasing or purchasing new buildings in new hub locations because several current building hub locations may be excessively costly to repair and upgrade. Gary reported that because an Illinois state budget has not been set, the Illinois State Library cannot disperse funds. The library system is currently using reserve funds.

F. Librarian-Director Report

Susan reported that she has completed her FOIA training. Susan confirmed, in keeping with FOIA recommendations, that a general board email address has been linked from the library website, by which all members of the board can receive communication directly from the public.

The Edwardsville Public Library has been nominated by the Hon. Rodney Davis, Representative for the state of Illinois, for the 2016 National Medal for Museum and Library Services. This annual award is presented by the Institute of Museum and Library Services. Susan and Cary are working with Anne and Jacob to complete the award application process by October 1st.

Susan reported that the adult self-checkout machine has arrived, and we have set an appointment for installation and training. Also, the new DVD return box, which will be installed on Kansas St. near the book return, has been ordered.

As a follow-up to the topic of acquiring a 3D printer, Susan reported information on usage and costs from other libraries that currently have 3D printers. The board agreed to table the discussion until we could get more long-term feedback from these libraries after their programs have been in place for a while.

G. Unfinished Business

Susan presented, at Anne’s request, an “Unattended Adults Policy” to be approved for the Youth Department. The board agreed that the policy, as written, should be approved.

Motion by Kim Harrison, seconded by Sharon Whittaker, to approve the “Unattended Adults Policy” as written.

Motion carried.

H. New Business

None.

I. Presentation to Board

None

J. Adjournment

Motion to adjourn by Sharon Whittaker, seconded by Kim Harrison. The meeting was adjourned by President LaRose at 8:55 pm.